

25X1A

26 November 1954

MEMORANDUM FOR: [REDACTED]

Special Assistant to DD/I/Planning

SUBJECT : Dissemination of FDD Material on 5X8 Cards

1. In response to your verbal inquiry as to the desirability of disseminating FDD's summary or abstract material on 5X8 cards, the following represents the views of O/SI.

2. Dissemination of information from FDD on cards would be preferred when the material comprises a number of clearly separable items dealing with specific institutions or installations; persons or group activities, such as meetings, organization changes and biographic notes; and other specific scientific and technical events. The summary series, entitled, "Science News Items" is the best example of this type of material.

3. Translation of the coverage by Satellite and non-English abstract journals of Soviet periodicals not received regularly in the U. S., logically belongs on cards since the information directly supplements the service which provides abstract coverage of the Soviet journals themselves, already being supplied in this form.

4. Certain other types of summaries, digests and collections of abstracts require a composition form for effective presentation. This is because the author selects, arranges, and discusses the material in a manner designed to meet a specific purpose. For these we urge that the present form be retained.

5. Basically, cards are to be preferred, it seems to us, when the summarized and abstracted material is a collection of comparatively unrelated and short items, which it may be presumed the analyst will wish to rearrange and combine with similar material from other sources. The page form should be retained when the publication serves as a reference source in itself.

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[REDACTED]
Acting Chief, Operations Staff
Office of Scientific Intelligence

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